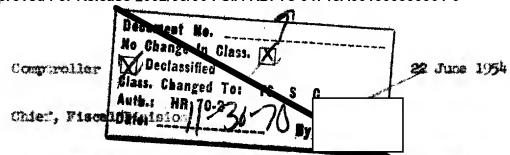
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Traveling Expenses -- Fores -- Hire of Texicals . Hire of Special Conveyences

- 1. The following paragraphs from the Standardized Government Travel Regulations, as seemed August 1, 1952, as promulgated by the Dureou of the Budget, provide:
- 6 (a). The usual texical fares from station, wharf, or other terminal to either place of abode or place of business and from either place of shole or place of business to station, wherf, or other terminal will be allowed. (See par. 11.) For the purpose of this sub-paragraph the term 'place of abode' may be construed to include any point within reasonable distance from which the employee concerned commutes daily to his official post of duty. Reinbursement may be allowed for the actual texical fare plus tips of 10 cents where the fare is \$1 or less or 10 percent of the fare increased to the next multiple of 5 where the fare exceeds \$1."

(Underlining supplied as being pertinent to the purpose of this memorandum.)

- 11. Special Conveyance. The hire of boat, submobbile, taxicab, sireraft, livery, or other such conveyance will be allowed if the use of such facilities is authorized or approved as advantageous to the Government whenever the employee or others rendering service to the Government is engaged on official business within or outside his designated post of duty. In the came of hire of taxicabs, reinhursement may be allowed for the actual fare plus tips of 10 cents where the fare is \$1 or less or 10 percent of the fare increased to the mext multiple of 5 where the fare exceeds \$1."
- "80. Receipts required. -- Receipts, when practicable to obtain them, will be required for: (e.) 'Hire of special conveyance such as livery, bont, sutomobile (not taxicabe locally), aircraft, etc., where the amount involved is in excess of \$3. (See par. 11.)
- 2. (a) In a published Decision B-106971, cited in 31 C.G. 304, the Comptroller ruled that: There, as here, an employee's official station is the Agriculture Research Center near Beltsville, Maryland, and his home is near Beltsville, and he arrives by air at 3:10 a.m. et the Mational Airport, the use of an Airport Transport, Inc. taxical from the airport to home near Beltsville may not be considered as use

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of a taxical within the meaning of paragraph 8 (a) of the Standardized Government Travel Regulations. The use of the Airport Transport, Inc. toxical to home in such cases is more in the nature of use of a special conveyance under paragraph 11 of the referred-to regulations and that cost thereof may not be certified for payment in the absence of an administrative determination of advantage to the Government as required by said paragraph 11.

- (b) In an unpublished decision, B-117468, dated November 27, 1953, the Comptroller ruled that: "The cases of Mr. Brent and Mr. Fields also involve puragraph 30e of the regulations requiring receipts 'when practicable to obtain them,' where the amount is in excess of \$3. While no receipts have been furnished, both the travelers state that they considered the fames as local taxical fames for which no receipts are required and that it is impossible to obtain receipts at this time. This Office, under the stated circumstances, will interpose no objection to the payment of the fames, if otherwise proper, notwithstanding the absence of receipts.
- (c) Of a subsequent unpublished Decision B-117075, dated December 25, 1953, by the Comptroller, the symposis reads: Use of texteen on official lassiness between Anchorage, Alaska, temporary duty station, and Anchorage Post Theatre at Fort Richardson, distance of six miles, is within purview of par. 11 of Stand. Govt. Travel Regs., which requires authorization or approval of special conveyance as advantageous to dovt., and therefore employee may not be reinhursed for cost of such travel in absence of determination by emministrative official of advantage to Govt. of use of special conveyance.
- 3. It is obvious from the foregoing that the Comptroller has ruled that there is a definite distinction between that may be claimed for reinbursement as constituting local taxical fares for which no receipts are required and what constitutes the hire of special conveyances. Parthernore, that when the hire of special conveyances is muthorized, there must be a determination by the authorizing official that it is authorized as being edvantageous to the Government. The Comptroller has not definitely defined the circumstances under which such expenses wither may be construed as the hire of a local textonh or must be construct so the hire of a special conveyance. We in the Fiscal Division are equally unable to define, except by supposition, the distinction between the two. It is of record, however, in the first of the unpublished decisions referred to show, that the Comptroller Ceneral was specking of the places of abode, of two individuals, which were Deltoville, Heryland and Greenbelt, Meryland, respectively. He in the Fincal Division have had presented claims by individuals of the Agency for the reinforcement of alleged textenb fores between surports or stations and places of abode and return as follows and in the following encerta:

White Cak, Silver Spring	110.00
Riverdale, Neryland	4.00
Kenstagton, Maryland	0.00
Gaitherstang, Maryland	3.00
Falls Church, Virginia	7.50
Bethesda, Haryland	
Aumaniale, Vincinia	7.70

We have felt constrained to disallow reisbursement for those expenses immensch as we felt they did not constitute allowable expenses for local taxical fares in view of the foregoing. It is obvious to seems that the Comptroller is correct in differentiating between the hire of local taxical and the hire of special conveyances; otherwise, a person who has his place of abode in either Baltimore or Frederick, or beyond those points, or a more distant point, would be entitled to claim reisbursement for taxical fares from such places to a station or an eirfield and retain; and, it is common knowledge that some employees of the Government do retain their places of shole in the cities mentioned and commute deally between those places and Washington.

- 4. This Division has had an instance just recently, where it suspended such a claim for texticab face which involved an individual and resulted in repercussions, which prompts us to initiate action to senare the issuence of an Apprey Notice to bring this rester to the ettention of all potential travelers and administrative officers or others responsible for the issuence of travel orders and the briefing of such travelers prior to their entering in a travel status. Duch a notice should invite schention to the distinction between what the Comptroller General has ruled as an allowable reinbursement for expenses for the hire of local taxiques and whet equatitudes relaborable expenses for the hire of a special conveyance. It should also be made madetary upon the administrative officer or other person authorized to issue the travel order to determine, is every instance where the place of shods of the intended traveler would raise may don't, whether such expenses will be characterized as the hire of a textent or hire of a opecial conveyance; and, if the letter is enthorized, it must be so authorized in the travel order and must state that the use of a special conveyance has been determined as being mivertageous to the Coverament.
- 5. It is urged that an Agency Notice be issued prosptly to cover the foregoing ideas and that they be incorporated within the Agency's Regulations or a Hardbook at an early date.

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